

24 MAY 1993

APPENDIX A
ANNUAL REPORT
BUPERS 1710-18

FLYING CLUB NAME _____

BALANCE SHEET AS OF _____ 19 _____

PREPARED BY _____

ASSETSCURRENT

101-00 Cash/Checking \$ _____

120-00 Investments _____

131-00 Receivables _____

150-00 Inventories _____

168-00 Prepayments _____

Total Current Assets \$ _____

NON-CURRENT

171-00 Vehicles/Aircraft _____

181-00 Less: Accum.
Depreciation _____

Net Book Value \$ _____

173-00 Equipment _____

183-00 Less: Accum.
Depreciation _____

Net Book Value \$ _____

175-00 Bld. & Fac. _____

185-00 Less: Accum.
Depreciation
Net Book Value \$ _____

191-00 Loans Rec. \$ _____

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Total Non-Current Assets \$ _____

TOTAL ASSETS \$ _____

LIABILITIES

CURRENT

201-00 Accts Payable \$ _____

203-01 Customer Deposits \$ _____

211-00 Accrued Wage Payable _____

212-00 Annual Leave Payable _____

213-00 Federal Withholding Tax Payable _____

214-00 Social Security Tax Payable _____

215-00 State Withholding Tax Payable _____

229-00 Payroll ded. Pay. - Other _____

251-00 Unearned Income _____

TOTAL CURRENT LIABILITIES \$ _____

LONG TERM

271-00 Loans pay. (Long Term) _____

272-00 Other Long-Term Liab. _____

TOTAL LONG-TERM LIABILITIES \$ _____

TOTAL LIABILITIES

291-00 Retained Earnings _____

299-00 Funded Reserves _____

Net Worth \$ _____

TOTAL LIABILITIES AND NET WORTH* \$ _____

* Must equal Total Assets

Appendix A
To Enclosure (1)

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FLYING CLUB NAME:

Income and Expense Statement for Fiscal Year Ending

INCOMERESALE

301-00	Sale of Merchandise	\$_____
401-00	Less: Cost of Merchandise	_____
	Gross Margin on Merchandise	\$_____ (a)

SALES OF SERVICE

501-00	Flight Hour Sales	_____
502-00	In-flight Instruction	_____
503-00	Ground School Instruction	_____
	Total Service Sales	_____ (b)
	TOTAL GROSS SALES (a+b)	\$_____ (1)

OTHER OPERATING INCOME

531-00	Initiation Fees/Non-Refundable	_____
532-00	Membership Dues	_____
569-00	Other Income	_____
	TOTAL OPERATING INCOME	_____ (2)

OTHER INCOME

800-00	Interest Income	_____
810-00	Contributions	_____
811-00	Special Assessment Income	_____
812-00	Cash Overage	_____
813-00	Gain on Disp. of Fixed Assets	_____

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814-00	Prior Year Income Adjustment	_____
819-00	Bonus Merchandise	_____
890-00	Extraordinary Income **	_____
	Total Other Income	\$_____ (3)
	Total Income (1+2+3)	\$_____ (4)

DIRECT, GENERAL, AND ADMINISTRATIVE EXPENSE

OPERATING EXPENSES

420-01	Aircraft Lease Expense	_____
420-02	Storage and Tiedown	_____
423-00	Gasoline and Oil	_____
426-01	Aircraft Maintenance - Routine	_____
426-02	Aircraft Maintenance - Overhaul	_____
601-00	Salaries and Wages - Direct	_____
621-00	Employer's Share of FICA - Dir.	_____
622-00	Annual Leave Exp. - Direct	_____
623-00	Sick Leave Exp. - Direct	_____
626-00	Employee Benefits - Direct	_____
640-00	Utilities and Rent - Direct	_____
701-00	Supplies and Equip. - Direct	_____
731-00	Freight and Trans. of Things	_____
780-00	Insurance Expense	_____
783-01	Contract Inst. - In Flight	_____
783-02	Contract Inst. - Ground	_____

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799-00 Miscellaneous - Direct _____
Total Operating Expenses \$_____ (c)

GENERAL AND ADMINISTRATIVE EXPENSE

601-99 Salaries and Wages - Adm. _____
621-99 Employer's Share of FICA - Adm. _____
622-99 Annual Leave Exp. - Adm. _____
623-99 Sick Leave Exp. - Adm. _____
626-99 Employee Benefits - Admin _____
640-99 Utilities and Rent - Admin _____
661-99 Communications (Tele. and Post.) _____
681-99 Repairs and Maint. - Bldgs. _____
683-99 Repairs and Maint. - Equip. _____
701-99 Supplies - Administrative _____
721-99 Travel and Per Diem _____
731-99 Freight and Trans. - Admin. _____
781-99 Advertising and Promotion _____
787-99 Entertainment _____
799-99 Miscellaneous - Administrative _____
Total Administrative Expenses \$_____ (d)

DEPRECIATION

761-00 Depreciation Exp. - Veh/Aircft _____
762-00 Depreciation Exp. - Equipment _____
763-00 Depreciation Exp. - Bldg & Fac. _____

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Total Depreciation Expense \$_____ (e)

Total Direct, General, and Adm. (c+d+e) \$_____ (5)

OTHER EXPENSE

900-00 Interest Expense _____

911-00 Special Assessment Expense _____

912-00 Cash Shortage _____

913-00 Loss on Disp. of Fixed Assets _____

914-00 Prior Year Expense Adjustment _____

915-00 Bad Debt Expense _____

990-00 Extraordinary Expense ** _____

Total Other Expense \$_____ (6)

Total Expense (5+6) \$_____ (7)

NET INCOME (LOSS) (4-7) \$_____

** Schedule Required

24 MAY 1993

FLYING CLUB NAME

STATEMENT OF NET WORTH AS OF

19

	<u>Funded Reserves</u>	<u>Retained Earnings</u>
Beginning Balances as of _____	_____	_____
Add: Profit		_____
Deduct: Loss		(_____)
Transfer of Retained Earnings to Funded Reserves		(_____)
Transfer of Funded Reserves to Retained Earnings	(_____)	_____
Ending Balances	(a) _____	(b) _____
TOTAL NET WORTH (a+b)		_____